



JOB DESCRIPTION

Title: **GENERATION/SUBSTATION
LEADWORKER**

Department: Power

Class Code: 3410

FLSA Status: Non-Exempt

Effective Date: July 1, 1982 (Rev. 07/2006)

Grade Number: 25

GENERAL PURPOSE

Under broad supervision from the Plant/Substation Superintendent, supervises and performs work in the operation, construction, and maintenance of the gas turbine generation station, the hydro electric plant, substations, emergency generators, diversion facility, and other Power Department and Murray City facilities.

EXAMPLE OF DUTIES

- *-- Supervises the Generation/Substation Technicians; hires, trains, evaluates, and recommends disciplinary action when necessary.
- *-- Recommends and performs approved operational and maintenance procedures for all generation facilities and peripheral and control equipment; schedules maintenance during shut down periods.
- *-- Supervises and performs operations and maintenance of substations and all equipment therein; using laptop computers to track trends within transformers and regulators and other re-occurring problems.
- *-- Responsible for and sets criteria for radio operation of switched capacitor banks, load management and signaling systems.
- *-- Makes certain of the successful operation and maintenance of emergency generators and peripheral and control equipment. Recommends and performs approved operational and maintenance procedures for the hydro electric plant peripheral and control equipment; recommends and performs approved operational and maintenance procedures for gas turbine generation station peripheral and control equipment.
- *-- Supervises and performs the testing and setting of all mechanical and electronic relaying.

- *-- Supervises, the operation and maintenance of the Continuous Emissions Monitoring Systems (CEMS); utilizes CEMS data for operation of gas turbine generation equipment in compliance with applicable local, state, and federal regulation; supervises the maintenance of the CEMS database, and the preparation for submittal by the Department to the applicable regulatory agencies all reports and submittals required by air quality permits.
- *-- Supervises and performs the upgrading of substation and generating relaying from mechanical to electronic relaying.
- *-- Performs the operations, maintenance, upgrading, and programming of programmable controllers used in conjunction with Power Department equipment.
- *-- Supervises and operates Murray Power Department generation in compliance with UAMPS' Hot Standby Program.
- *-- Coordinates response to work requests from other City departments to do electrical projects on a "when-available" basis.
- *-- Supervises and carries out the PCB program of Murray Power Department.
- *-- Supervises and performs routine test, operations, and preventive maintenance of all protective relays and circuit breakers and transducers.
- Performs related duties as required.

MINIMUM QUALIFICATIONS

Education and Experience

- Must meet the minimum qualifications of a Generation / Substation Technician:
- Graduation from high school and a two year associates degree in electronics, or successful completion of an applicable four (4) year electrician or substation apprenticeship program certified by the Department of Labor, or four (4) years of directly related experience in two or more of the following job functions:
 - Experience in hydro-electric operation and maintenance.
 - Experience in operation or maintenance on internal combustion generation, with preferred emphasis on gas turbine technology.

- Experience in substation systems, operation and maintenance, with preferred emphasis on SEL (Schweitzer Engineering Laboratories) relays and Omicron test equipment.
- Experience in Programmable Logic Controllers
- Of which two(2)years must have also been in a responsible supervisory capacity;
- or any equivalent combination of education and experience.

Special Requirements

- Must possess a valid Utah Commercial Driver's License.
- Must be an electronic technician or a Journeyman Electrician with extensive solid state control experience.
- Must be willing to accept standby assignments when needed.

Necessary Knowledge, Skills and Abilities

- Thorough knowledge of "State of the Art" solid state electronics.
- Considerable knowledge of power plants and power substations; considerable knowledge of natural gas mechanics; considerable knowledge of electrical systems; considerable knowledge of power generation; considerable knowledge of power transmission and distribution. Thorough knowledge of proper safety techniques and procedures.
- Ability to create effective working relationships with employees and other departments; ability to work with the public; ability to communicate both verbally and in writing; special ability to supervise employees and manage effectively during extremely stressful power system emergency situations.
- Ability to interpret schematic drawings and blue prints.

TOOLS & EQUIPMENT USED

- Personal computer including word processing, spreadsheet and specialized software; radio; phone, and other equipment pertaining to this position.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is frequently required to sit; walk, talk or hear; use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms.
- The employee must frequently lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Must be able to meet DOT hearing standard requirements.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee regularly works in outside weather conditions. The employee occasionally works near moving mechanical parts in high, precarious places and is occasionally exposed to wet and/or humid conditions, ambient air, temperature extremes, fumes or airborne particles, traffic, toxic or caustic chemicals, risk of electrical shock, and vibration.
- The noise level in the work environment is usually moderate, but occasionally high.

DEPT/DIVISION APPROVED BY: _____ DATE: _____

EMPLOYEE'S SIGNATURE: _____ DATE: _____

H. R. DEPT. APPROVED BY: _____ DATE: _____

*Essential functions of the job.